



Health Services
LOS ANGELES COUNTY

March 13, 2007

**Los Angeles County
Board of Supervisors**

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*To improve health
through leadership,
service and education.*



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The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**AGREEMENT WITH THE RADISSON HOTEL – LOS ANGELES
WESTSIDE FOR SPACE AND CATERING SERVICES FOR THE
DEPARTMENT OF HEALTH SERVICES' PATIENT SAFETY SEMINAR**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and delegate authority to the Director of Health Services, or his designee, to sign an Agreement with the Radisson Hotel – Los Angeles Westside for space and catering services for the October 16-17, 2007 Department of Health Services' Patient Safety Seminar, at a total estimated net County cost not to exceed \$50,000, on condition that County Counsel and Chief Administrative Office approval is obtained prior to the execution of the Agreement.
2. Delegate authority to the Director of Health Services, or his designee, to sign substantially similar Agreements with similar hotel sites and services, not to exceed \$50,000 per occasion, subject to available Department of Health Services' funding, through December 31, 2010, with prior approval of County Counsel and the Chief Administrative Office.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:

In approving the recommended actions, the Board is authorizing the Director of Health Services to sign an Agreement with the Radisson Hotel – Los Angeles Westside (Radisson) to guarantee the rates for space, consisting of hotel rooms, and catering services to conduct the October 16-17, 2007 Department of Health Services' (DHS) Patient Safety Seminar, coordinated by the DHS Quality Improvement Program and Patient Safety Program (DHS/QIPS) and the DHS Patient Safety Committee.

Additionally, the Board is delegating authority to the Director of Health Services to sign substantially similar Agreements through December 31, 2010 to conduct successive Patient Safety Seminars based on available funding and upon approval by County Counsel and the Chief Administrative Office.

FISCAL IMPACT/FINANCING:

The estimated total cost of the Agreement is \$50,000. The final cost will be determined by the number of attendees which will range from 200-250 people. Additionally, DHS will submit a grant proposal to the Agency for Healthcare Research and Quality for Small Grant Program. If the grant is awarded, DHS will

apply the grant funds to offset the costs. Funding to cover training and seminars is included in the Health Services Administration Fiscal Year 2006-07 Final Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

In recent years, organizations such as The Joint Commission (previously known as the Joint Commission on Accreditation of Healthcare Organizations) have placed increasing emphasis on patient safety and the reduction of medical errors. Beginning in 2004, The Joint Commission developed a core set of National Patient Safety Goals designed to improve the quality and safety of care provided in health care facilities. These goals require facility compliance as part of the tri-annual survey for accreditation. Facilities must show compliance with these goals, not only during the accreditation survey, but also through a historical record of compliance. Communicating new patient safety requirements and recommendations from the Joint Commission and other sources, as well as the methods by which compliance is obtained, is a focus of DHS/QIPS and the DHS Patient Safety Committee. Additionally, the seminar will assist all facilities in maintaining continuous Joint Commission and regulatory compliance.

With your Board's approval, two similar seminars were conducted in May 2005 and October 2006. Both seminars were successful and fully met program objectives. At the October 2006 seminar, 95% of the approximately 200 participants reported that the seminar was worthwhile while 75% reported that they would change their patient safety practices as a result of the seminar.

The seminar is open to DHS employees and will specifically target facility leadership, managers, supervisors, patient care providers and patient safety leaders. Priority registration will be granted to DHS staff. However, if registration is less than expected, registration will open to public/private partnership staff and staff working in non-DHS health centers and local area hospitals. Seminar attendees are expected to participate in the entire seminar and obtain permission to attend the seminar from their supervisor. Attendees will receive continuing medical education (CME) units. Meals and beverages will be served during the seminar to maximize staff participation and involvement in patient safety education. Seminar activities will be scheduled throughout the day including meal times. Exhibit I provides the seminar discussion topics.

DHS staff will not be charged for attendance at the event. Staff from outside DHS will be charged the full per person cost for the event. The seminar will provide 11.5 CME units at an estimated cost of \$27.12 to \$30.28 per person per CME. Similar seminars generally charge approximately \$58.73 per person per CME. Excluding travel expenses, a similar seminar held by an outside organization would cost the County between \$82,191 and \$111,837.

Fifteen rooms will be blocked for use by seminar speakers for two nights. The Radisson has agreed to reduce the rate by \$50 per night for each blocked room, so that the per room, per night rate will be \$119.

The Agreement with the Radisson contains a liquidated damages provision that requires the County to pay all or part of the full agreement obligation in the event that the seminar is canceled. The assessed damages range between \$6,373.00 and \$25,490.00. However, DHS does not anticipate canceling the seminar as all past conference have been popular and well attended.

Section 5.40.097 of the Los Angeles County Code permits departments to purchase food and beverages for official functions and meetings authorized by the Director up to \$500 per occasion with a maximum of

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\$5,000 per year. The estimated amount required to provide food and beverages for this event exceeds this limit.

CONTRACTING PROCESS:

The Radisson was chosen after reviewing the availability and prices of County-owned facilities and privately operated hotels in the Beach Cities, Downtown, and San Gabriel Valley Region. None of the County-owned facilities were able to accommodate the size and requirements of the function for both days. The Radisson was chosen as the preferred site because of its central location, competitive price and ease of transportation for speakers and employees.

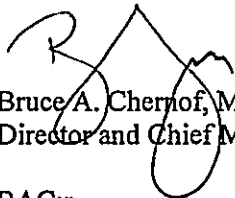
Exhibit I provides additional information.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

The seminar will provide vital information to DHS staff on patient safety.

Upon approval by the Board of Supervisors, the Executive Officer, Board of Supervisors is requested to return three adopted copies of this letter to DHS.

Respectfully submitted,



Bruce A. Chernof, M.D.
Director and Chief Medical Officer

BAC:r
Patient Safety Seminar.rf.wpd

Attachments (2)

DEPARTMENT OF HEALTH SERVICES' PATIENT SAFETY SEMINAR

OCTOBER 16-17, 2007

SEMINAR TOPICS

2007 and 2008 Joint Commission National Patient Safety Goals

Use of the Patient Safety Net to ~~Identify~~ and ~~Correct~~ Weaknesses in the ~~Healthcare~~ System

Disruptive Clinician Behavior

Emotional Support to Healthcare Providers Following an Unanticipated Patient Outcome

Current Activities of the DHS Patient Safety, Intensive Care Unit Best Practices, Emergency Department Best Practices and Anesthesia Best Practices Committees

Patient Safety in the Ambulatory Setting

Patient Safety Culture

Medication Safety

Health Literacy, Cultural Competency, and Patient Involvement

Effects of Fatigue on Healthcare Providers

Consumer Perspective on Errors

DHS Patient Safety Award Winners

Report from Institute for Health 5 Million Lives Campaign

Current Patient Safety Initiatives at Each Facility

Patient Safety Vendor Products

FACT SHEET

RE: AGREEMENT WITH THE RADISSON HOTEL – LOS ANGELES WESTSIDE FOR SPACE AND CATERING SERVICES FOR THE DEPARTMENT OF HEALTH SERVICES' PATIENT SAFETY SEMINAR

All Districts

CONTACT PERSON:

Laura Sarff, Director
Quality Improvement Program
Telephone: (213) 240-8283
E-mail: lsarff@ladhs.org

SUBJECT:

Agreement with the Radisson Hotel – Los Angeles Westside (Radisson) for space and catering services for the Department of Health Services' (DHS) annual Patient Safety Seminar and delegated authority to the Director of Health Services, or his designee, (Director) to sign substantially similar Agreements with similar hotels at similar costs through December 31, 2010.

REQUESTED ACTIONS:

Authorize the Director to sign an Agreement with the Radisson to guarantee the rates for the October 16-17, 2007 DHS Patient Safety Seminar, for a total estimated cost of \$50,000, net County cost, and to delegate authority to sign substantially similar Agreements with similar hotels at similar costs through December 31, 2010, upon review and approval by County Counsel and the Chief Administrative Office.

PROGRAM:

The seminar will provide DHS leadership, managers, supervisors, patient care providers and patient safety leaders with vital information on patient safety.

FISCAL IMPACT/FINANCING:

The estimated total cost of the Agreement is \$50,000. The final cost will be determined by the number of attendees, which will range from 200-250 people. Additionally, DHS will submit a grant proposal to the Agency for Healthcare Research and Quality for Small Grant Program. If the grant is awarded, DHS will apply the grant funds to offset the costs.

Funding to cover training and seminars is included in the Health Services Administration Fiscal Year 2006-07 Final Budget.

TERMINATION PROVISIONS:

The Agreement with the Radisson contains a liquidated damages provision that requires the County to pay all or part of the full agreement obligation in the event that the seminar is canceled. The assessed damages range between \$6,373.00 and \$25,490.00. However, DHS does not anticipate canceling the seminar as past conferences have been popular and well attended.

FACT SHEET (Cont'd)

TERM:

Not applicable.

FIRST BOARD APPROVED CONTRACT:

Not applicable.

CONTRACT EXPIRATION:

Not applicable.

RETROACTIVE AGREEMENT:

No.

REQUEST-FOR-PROPOSAL (RFP) PROCESS:

Not applicable.

SOLE SOURCE JUSTIFICATION:

Not applicable.

SMALL BUSINESS WEB SITE:

Not applicable.

Patient Safety Seminar.rf.wpd